

Dexter City Council and Facility Committee

Document Two of Two

Facility Improvement Activity History

2006-2018

Document One provides a condensed timeline and perspective of the past ten years of Council and Facility Committee's discussions, research, communications and actions.

NOTE: In Document One, references in form of [\[Hp#\]](#) point to page numbers in Document Two.

Document Two provides an extensive report of Council and Facility Committee's facility improvement activities of the past twelve years with source references and in some cases excerpts from those sources.

Council and Facility Committee History 2006-2018

Council and Facility Committee History 2006-2018

2017-01-30 COUNCIL/FACILITIES COMMITTEE WORK SESSION

Source: [Facilities Committee/Council Work Session Minutes \(corrected\) for January 30, 2017 \(Pages 1-3\)](#).

NOTE: This item's content expanded in July 2018 with more information from the Source document. (J. Smith).

C. Listing of Questions/Expectations of this Meeting

- Priorities for facility costs and how to pay for them.
- We have a needs assessment but we do not have the criteria of selecting a location.
- What is our design time both long term and short term?
- Office facilities are inadequate, how can we improve these facilities.
- Clarify out next steps to the City residents.
- Break ground on a new fire station in 2017.
- Space needs for City Offices has to include a Council Chambers.
- City Offices need to stay downtown.
- Respect the decisions and work of the Facilities Committee and decisions of City Council.
- Both the Fire Hall and City Offices carry the same weight and we need a decision on them soon.
- The Fire Hall is the first priority.
- Move forward with a decision now.
- Look at building from a service and delivery perspective. Discussion followed on this item.

D. Review of Original Scope of Work for Partners in Architecture

Ms. Nicholls gave a brief review of the Request for Architectural Services for the Facilities Assessment that began in 2014.

E. Review of Concepts Developed by Partners in Architecture

David Gassen of Partners in Architecture reported on the following from the company's report of May 2016.

- Review of the current Fire Station, City Offices and Sheriff's Offices.
- Looked at the structural site, exterior and interior, and upgrades needed for future use.
- Review of Needs Assessment.
- Review of Combination of Fire, Sheriff, and/or City Office Concept Options.
- Review of Fire Station Options.
- Review of City Office Options.

F. Committee Review of Potential Sites for New Fire Station

Potential sites for the Dexter Area Fire Department reviewed by the Facilities Committee included the following:

- 8140 Main Street – redevelop the building
- 8140 Main Street – demo and rebuild the building
- Dan Hoey property – new build
- MAV property on Dexter-Ann Arbor Road – new build

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- Adair property on Second Street – currently leased
- 3610 Edison – lot too small
- American Legion – portion of lot but outside of the City in Scio Township
- 7495 Joy Road – outside of the City in Webster Township

G. Committee Review of Potential Sites for New City Offices

Potential sites for City Offices reviewed by the Facilities Committee included the following:

- 8140 Main Street – repurpose the building
- 8140 Main Street – demo and rebuild the building
- Mill Creek Terrace – 150 Jeffords
- A portion of the old DAPCO site – 3045 Broad
- 8080 Grand Street – currently being renovated

H. Facilities History

Mr. Smith, Facilities Committee Chairperson, reviewed the time line of the Committee from 2007 to 2017 on the history of the Committee and the actions of Village/City and Committee actions.

I. Next Steps

The following are the comments regarding the Next Steps:

- Mayor Keough – Included in the Facilities Report is a possible means of funding a \$4,400,000 bond for facilities.
- Chief Smith – Remodeling plans for 8140 will not do for the future of the DAFD.
- Mr. Cousins – Are we looking at the present or to the future? The current site is not the best location.
- Ms. Knight – I would like to see the 8140 become the City Offices along with the Sheriff's Department. I did review the Dan Hoey site but that may not be ideal. I do like the MAV property.
- Mr. Schmid – I feel that 8140 Main should not be considered with all of the issues in renovation for a Fire Department. We should build in a location that will service a growing population. I would suggest the MAV property.
- Mr. Breyer – We could use 3045 Broad Street and negotiate a space on the land with a developer for a City Office.
- Ms. Sherry – I can't see 8140 Main Street being anything other than public land.
- Council Member Michels - I would like to see funding scenarios for a Fire Department and City Hall at our Visioning Session on February 18 and see if there is any interest in using 8140 Main Street as a commercial space. Staff would like to see City Office space sooner than later.
- Ms. Nicholls - Faith In Action may still be interested in a portion of the Dan Hoey property for their building.
- Council Member Smith – I could see building the office space at 8140 Main Street for a City Hall out to the sidewalk before renovating the rest of the structure for meeting rooms.

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- Council Member Carson – I feel we need a new station in a new spot and not put money into the current site. We should use the property we own on Dan Hoey Road for the Fire Department and 8140 Main for City Offices. 3045 is not ideal because we need that property for tax revenue.
- Chief Smith – The Dan Hoey site is problematic because of the schools it would be difficult to get staff in and out. Also there would be issues with the proposed roundabouts on Baker Road. However, that site is close to the Industrial Park. I am interested in the MAV Property and Dexter - Ann Arbor Road does have four lanes. The Joy Road site would improve service to Webster Township and old Dexter, but I have concerns about how long before the bridge will be needing repairs. The Second Street site is too small. The fact is that the Fire Station will not be downtown.
- Facilities Committee will meet on Friday, February 3 and come back with a solid recommendation.
- Mayor Keough – I would like to see a phasing discussion.

2017-02-13 COUNCIL

- Council Meeting – I. Reports 1. Finance Director/Treasurer
Ms. Sherry submits her report as per packet. Ms. Sherry gave the following update:
 - Ms. Sherry explained the debt limitation for the City and how it applies to the maximum amount available for bonding and the restricted funds for the Fire Department.

Source: [Council Meeting Minutes for February 13, 2017 \(Page 2\)](#).

- Council Meeting – I. Reports 5. Subcommittee Reports
Facilities
Mayor Keough reported that the Committee had met on February 3 along with a representative from MAV Development. They will meet again on Friday, February 17.

Source: [Council Meeting Minutes for February 13, 2017 \(Page 3\)](#).

2017-02-27 **COUNCIL ACTION**

- Council Meeting – L. New Business
3. Consideration of: Facility Committee Request to Postpone Recommendations Until March 27, 2017.
Motion Michels, support Fisher, to approve the Facility Committee request to postpone recommendations until March 27, 2017.
Ayes: Knight, Tell, Carson, Michels, Fisher, Smith and Keough
Nays: None
Motion carries.

Source: [Council Meeting Minutes \(corrected\) for February 27, 2017 \(Page 5\)](#).

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2017-03-13 COUNCIL

- Council Meeting – I. Reports 5. Subcommittee Reports

Facilities

Council Member and Facilities Chairman Smith reported that on last Thursday, March 9, 2017, Ms. Knight, Mr. Cousins and he met with the Dexter American Legion Home Association to discuss the possibility of purchasing a portion of the American Legion property for a new fire station facility.

Source: [Council Meeting Minutes for March 13, 2017 \(Page 3\)](#).

2017-03-27 **COUNCIL ACTION**

- Council Meeting – L. New Business

3. Consideration of: Facility Committee Request for Time Extension to April 10, 2017

Motion Carson, support Knight, to accept the request from the Facility Committee to postpone their recommendation until April 10, 2017.

Ayes: Knight, Fisher, Tell, Michels, Smith, Carson and Keough

Nays: None

Motion carries.

Source: [Council Meeting Minutes for March 27, 2017 \(Page 5\)](#).

2017-04-10 COUNCIL/COMMITTEE

- City Council/Facility Committee Work Session – 6:00 PM

The purpose of this work session is to discuss the findings of the Facility Committee regarding proposed locations for a Fire Station.

- Facility Committee Update from April 4, 2017 meeting. [\[p3-4\]](#)

Overview

1. Distributed PROS and CONS WORKSHEET summary documents for sites under consideration.
 2. Reviewed Response Times and Coverage
 3. Discussion of Process for Committee Action
 4. Recommendation
Drafted two recommendations; both approved to send to Council.
 5. Next Steps
 6. City Offices – Guenther property; Monument Park Building
 7. Next Committee Meeting – Friday, May 5, 2017 or as needed
- Site Comparison Worksheet. [\[p5\]](#)
 - OHM Project Work Sheet – probable cost of water service to Dan Hoey property. [\[p7\]](#)
 - Communications from MAV Development [\[p9-16 and 17-18\]](#)
 - Communication from American Legion [\[p19-20\]](#)
 - OHM Project Work Sheet – probable cost of water service to Legion property on Dexter-Chelsea Road. [\[p21-22\]](#)
 - Response time maps from Partners in Architecture. [\[p23-34\]](#)

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Committee Updates

Mayor Keough provided an update of the Facility Committee's goal to explore possible locations for a Fire Department. Four sites were identified – 7651 Dan Hoey Road, 7284 Dexter-Ann Arbor Road (the MAV property), 8225 Dexter-Chelsea Road, and 3610 Edison Street. Mayor Keough reviewed the details of site comparisons on each property.

Additional Council Comments included in the Work Session Minutes.

Source: [Council Meeting/Facility Committee Work Session Packet for April 10, 2017 \(Pages 3-34\)](#); and [Work Session Minutes for April 10, 2017 \(pages 1-2\)](#).

REF: WORK SESSION PACKET FOR APRIL 10, 2017

2017-04-10 COUNCIL

- Council Meeting – **Closed Session Motion** following Roll Call
Motion Smith, support Michels, to move into closed session for the purpose of discussing potential purchase of property in accordance with MCL 15.268 Sec. 8(d) at 6:36 PM.

Ayes: Michels, Knight, Smith, Tell, Fisher, Carson and Keough

Nays: None

Motion carries.

Motion Smith, support Knight, to leave closed session at 7:30 PM.

Ayes: Tell, Carson, Michels, Smith, Fisher, Knight and Keough

Nays: None

Motion carries.

Source: [Council Meeting Minutes for April 10, 2017 \(Page 1\)](#).

2017-04-10 **COUNCIL ACTION**

- Council Meeting – Approval of the Agenda
Motion Tell, support Fisher, to approve the agenda as presented with additional information for New Business Item L-5, Recommendation for 2017 Crack Sealing and the addition of New Business Item L-6, Consideration of the Recommendation to Proceed as Directed in Closed Session.

Unanimous voice vote approval.

Source: [Council Meeting Minutes for April 10, 2017 \(Page 2\)](#).

- Council Meeting – I. Reports 5. Subcommittee Reports

Facilities

Facility Committee – Minutes from April 4, 2017 meeting included in the packet.

Source: [Council Meeting Minutes for April 10, 2017 \(Page 4\)](#); [Council Meeting Packet_1 for April 10, 2017 \(Pages 49-50\)](#).

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2017-04-10 **COUNCIL ACTION**

- Council Meeting – L. New Business
6. Consideration of: Recommendation to Proceed as Directed in Closed Session
Motion Tell, support Michels, to direct staff to proceed as directed in the Closed Session held at 6:35 PM on April 10, 2017.
Ayes: Michels, Knight, Smith, Fisher, Carson and Keough
Nays: None
Motion carries.
[Source: Council Meeting Minutes for March 27, 2017 \(Page 7\).](#)

2017-04-24 COUNCIL

- Council Meeting – E. Approval of the Agenda
Motion Smith, support Carson, to approve the agenda as presented with the following additional information and changes:
 - Add Potential Purchase of Property in the Closed Session motion.
 - *Plus three unrelated bullet items*Unanimous voice vote approval with Council Member Tell absent.
[Source: Council Meeting Minutes \(corrected\) for April 24, 2017 \(Pages 1-2\).](#)
- Council Meeting – I. Reports 7. Mayor's Report
Mr. Keough submits his report as per packet. Mr. Keough gave the following update:
 - I previously mentioned looking at the Third Floor of the Monument Park building for office space. I have asked Steve Brouwer to provide me with a schematic of the space.[Source: Council Meeting Minutes \(corrected\) for April 24, 2017 \(Page 4\).](#)

2017-04-24 COUNCIL

- Council Meeting – O. Closed Session for the Purpose of Discussing Proposed Litigation (Dexter Shoppes LLC vs. City of Dexter) and potential purchase of property in accordance with MCL 15.268 Sec 8(d & e).

Motion Smith, support Knight, to move into Closed Session for the purpose of discussing proposed Litigation (Dexter Shoppes LLC vs. City of Dexter) and potential purchase of property in accordance with MCL 15.268 Sec 8(d & e) at 9:27 PM.

Ayes: Knight, Fisher, Michels, Smith, Carson and Keough
Nays: None
Absent: Tell
Motion carries.

Motion Michels, support Fisher to leave Closed Session at 9:44 PM.

Ayes: Smith, Michels, Fisher, Knight, Carson and Keough
Nays: None
Absent: Tell
Motion carries.

Council and Facility Committee History 2006-2018

Note: No Council action taken following the Closed Session.

Source: [Council Meeting Minutes \(corrected\) for April 24, 2017 \(Page 6-7\)](#).

2017-05-08 **COUNCIL ACTION**

- Council Meeting – I. Reports 5. Subcommittee Reports Facilities
There will be a meeting of the Facility Committee on Wednesday, May 10, 2017.
Source: [Council Meeting Minutes for May 8, 2017 \(Page 3\)](#).
- Council Meeting – O. Closed Session for the Purpose of Discussing Potential Purchase of Property in accordance with MCL 15.268 Sec 8.

Motion Carson, support Smith, to move into Closed Session for the purpose of discussing potential purchase of property in accordance with MCL 15.268 Sec 8 at 9:13 PM.

Ayes: Tell, Knight, Carson, Smith, Fisher and Keough

Nays: None

Absent: Michels

Motion carries.

Motion Carson, support Knight, to leave Closed Session at 10:05 PM.

Ayes: Fisher, Smith, Carson, Knight, Tell and Keough

Nays: None

Absent: Michels

Motion carries.

Motion Carson, support Knight, to direct staff to proceed as discussed in Closed Session.

Ayes: Tell, Carson and Knight

Nays: Smith, Fisher and Keough

Absent: Michels

Motion fails 3 to 3.

Source: [Council Meeting Minutes \(corrected\) for May 8, 2017 \(Page 6\)](#).

2017-05-22 COUNCIL

- Council Meeting – E. Approval of the Agenda
Motion Tell, support Smith, to approve the agenda as presented with the following additions:
 - Add New Business Item L-4, Consideration of: Proposal from Partners in Architecture for a Monument Park Building Floor Plan not to exceed \$2000.
 - Plus two unrelated bullet items

Unanimous voice vote approval with Council Member Fisher absent.

Source: [Council Meeting Minutes for May 22, 2017 \(Pages 1-2\)](#).

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- Council Meeting – I. Reports 4. Subcommittee Reports - **Facilities**
Mr. Smith distributed a report of business from the Wednesday, May 10, 2017 meeting.
[Source: Council Meeting Minutes for May 22, 2017 \(Page 3\).](#)

2017-05-22 COUNCIL

- Council Meeting – I. Reports 6. Mayor's Report
Mr. Keough submits his report as per packet. Mr. Keough gave the following update:
 - *Unrelated bullet item.*
 - Thank you to all who went on the tour of the Monument Park building.[Source: Council Meeting Minutes for May 22, 2017 \(Page 3\).](#)

2017-05-22 **COUNCIL ACTION**

- Council Meeting – L. New Business
4. Consideration of: Proposal from Partners in Architecture for a Monument Park Building Floor Plan not to exceed \$2000.
Motion Carson, support Michels, to proceed with the Monument Park Building floor plan concept in an amount not to exceed \$2000 subject to willingness to discuss the sale of the Third Floor with the building's owner.
Ayes: Smith, Carson, Tell, Michels and Keough
Nays: Knight
Absent: Fisher
Motion carries 5 to 1.
[Source: Council Meeting Minutes for May 22, 2017 \(Page 5\).](#)
- Council Meeting – O. Closed Session for the Purpose of Discussing Potential Purchase of Property and a Discussion of Personnel in accordance with MCL 15.268 Sec 8.

Motion Tell, support Knight, to move into Closed Session for the purpose of discussing potential purchase of property and a discussion of personnel in accordance with MCL 15.268 Sec 8 at 8:54 PM.

Ayes: Tell, Michels, Knight, Carson, Smith and Keough
Nays: None
Absent: Fisher
Motion carries.

Motion Carson, support Smith, to leave Closed Session at 8:59 PM.

Ayes: Smith, Carson, Knight, Michels, Tell and Keough
Nays: None
Absent: Fisher
Motion carries.

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Motion Michels, support Tell, to move into Closed Session for the purpose of discussing potential purchase of property in accordance with MCL 15.268 Sec. 8 at 9:02 PM.

Ayes: Smith, Tell, Carson, Knight, Michels and Keough

Nays: None

Absent: Fisher

Motion carries.

Motion Smith, support Michels, to leave Closed Session at 9:30 PM.

Ayes: Michels, Knight, Smith, Tell, Carson and Keough

Nays: None

Absent: Fisher

Motion carries.

Note: No Council action following Closed Session.

Source: [Council Meeting Minutes for May 22, 2017 \(Page 6\)](#).

2017-06-12 COUNCIL

- Council Meeting – I. Reports 5. City Manager Report
Ms. Nicholls submits her report as per packet. Ms. Nicholls gave the following updates:

- Included in the meeting's packet is information on interest rates on potential bond sales.

Source: [Council Meeting Minutes for June 12, 2017 \(Pages 3-4\)](#).

- Council Meeting – I. Reports 6. Mayor's Report
Mr. Keough submits his report as per packet. Mr. Keough gave the following updates:
 - I am waiting for the concept drawing from Partners in Architecture on the Monument Park Building.

Source: [Council Meeting Minutes for June 12, 2017 \(Page 4\)](#).

Council and Facility Committee History 2006-2018

2017-06-12 **COUNCIL ACTION**

- Council Meeting – O. Closed Session for the Purpose of Discussing Potential Purchase of Property in accordance with MCL 15.268 Sec 8.

Motion Smith, support Michels, to move into Closed Session for the purpose of discussing potential purchase of property in accordance with MCL 15.268 Sec. 8 at 9:50 PM.

Ayes: Smith, Tell, Carson, Fisher, Knight, Michels and Keough

Nays: None

Motion carries.

Motion Smith, support Michels, to leave Closed Session at 10:30 PM.

Ayes: Carson, Fisher, Michels, Smith, Tell and Keough

Nays: None

Motion carries.

Action following closed session:

Motion Michels, support Knight, to direct staff to proceed as discussed in Closed Session

Ayes: Michels, Smith, Carson and Knight

Nays: Tell, Fisher and Keough

Motion carries 4 to 3..

Source: [Council Meeting Minutes for June 12, 2017 \(Pages 6-7\).](#)

2017-06-26 **COUNCIL ACTION**

- Council Meeting – E. Approval of the Agenda

Motion Carson, support Smith, to approve the agenda with the following changes:

- Remove New Business item L-6, Proposal from Partners in Architecture for Layout of 8140 Main for Fire Station, from the agenda.
- *Plus two unrelated bullet items*

Voice vote of 5 to 2 for approval.

Source: [Council Meeting Minutes for June 26, 2017 \(Page 1\).](#)

2017-06-26 COUNCIL

- Council Meeting – I. Reports 6. Mayor's Report

Mr. Keough submits his report and gave the following updates:

- I am struggling with what to do with the issue of the fire station. At some point the public will ask about the cost of rehabilitation of the current station.

Source: [Council Meeting Minutes for June 26, 2017 \(Page 3\).](#)

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- Council Meeting – L. New Business
12. Discussion of: Offer from Faith in Action to Purchase a Portion of 7651 Dan Hoey
[Note: Faith in Action was showing an "interest" rather than presenting an actual "offer" to purchase.]
Discussion followed and a committee of Council Members Fisher and Smith, Mayor Keough and City Manager Nicholls will begin the discussion with the Faith in Action board.
[Source: Council Meeting Minutes for June 26, 2017 \(Page 6\).](#)

- Council Meeting – O. Closed Session for the Purpose of Discussing Potential Purchase of Property in accordance with MCL 15.268 Sec 8.
Motion Fisher, support Smith, to move into Closed Session for the purpose of discussing potential purchase of property in accordance with MCL 15.268 Sec. 8 at 10:15 PM.
Ayes: Tell, Carson, Michels, Smith, Fisher, Knight and Keough
Nays: None
Motion carries.
Motion Michels, support Fisher, to leave Closed Session at 10:24 PM.
Ayes: Michels, Knight, Smith, Tell, Fisher, Carson and Keough
Nays: None
Motion carries.
Note: No Council action following Closed Session.
[Source: Council Meeting Minutes for June 26, 2017 \(Page 7\).](#)

2017-07-10 COUNCIL

- Council Meeting – E. Approval of the Agenda
Motion Smith, support Carson, to approve the agenda with the removal of New Business item L-5, Consideration of Proposal from Partners in Architecture for Layout of 8140 Main for Fire Station, from the agenda.
Ayes: Knight, Smith and Carson
Nays: Michels, Tell, Fisher and Keough
Motion fails 3 to 4.
Motion Smith, support Fisher, to approve the agenda as presented.
Ayes: Tell, Carson, Michels, Smith, Fisher, Knight and Keough
[Source: Council Meeting Minutes for July 10, 2017 \(Pages 1-2\).](#)

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2017-07-10 COUNCIL

- Council Meeting – G. Non-Arranged Participation
 - Fred Schmid of the Dexter DDA and the Facilities Committee addressed New Business item L-5 regarding a proposal from Partners in Architecture for the Fire Station. He spoke of the Facilities Committee's previous vote on this issue as well as their recommendation to remove 8140 Main Street as a potential site for a Fire Station. He felt that spending over \$2000 to look at plans is not necessary and asked City Council to vote against this New Business item.
 - Paul Cousins of 7648 Forest, Dexter supported Mr. Schmid's analysis of the previous vote of the Facilities Committee. He also stated that it would set a precedent by having a voting staff member on a committee. He spoke of previous issues with community needs versus wants. He asked City Council to consider not approving New Business item L-5 and that the new fire hall is a need not just want.
 - Ray Tell of 3539 Hudson, Dexter speaking as a citizen of Dexter and not a Council Member, stated that the citizens of the City should have all of the facts to decide the best option for a fire hall.

Source: [Council Meeting Minutes for July 10, 2017 \(Page 2\)](#).

- Council Meeting – I. Reports 6. Mayor's Report
Mr. Keough submits his report as per packet. Mr. Keough gave the following updates:
 - The committee of Council Members Smith and Fisher, Ms. Nicholls and myself will be meeting with Faith In Action on Tuesday, July 11 at the City Office.

Source: [Council Meeting Minutes for July 10, 2017 \(Page 4\)](#).

2017-07-10 **COUNCIL ACTION**

- Council Meeting – L. New Business
 - 5. Consideration of: Proposal from Partners in Architecture for Layout of 8140 Main for Fire Station
Motion Tell, support Fisher, to approve the Scope of Work from Partners in Architecture for an amount not to exceed \$2800 to provide a plan for spending \$2 million to renovate 8140 Main Street.
Ayes: Fisher, Tell, Michels and Keough
Nays: Knight, Smith and Carson
Motion carries 4 to 3.

Source: [Council Meeting Minutes for July 10, 2017 \(Page 6\)](#).

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- Council Meeting – M. Council Comments

Carson: When I saw that New Business item L-5 regarding a proposal from Partners in Architecture was back on the agenda, I spoke with Fire Chief Smith. He has a list of nine points as to why 8140 Main Street does not work as a fire station. I will have him provide City Council and the architect with these points.

Source: [Council Meeting Minutes for July 10, 2017 \(Page 6\)](#).

2017-07-10 COUNCIL

- Council Meeting – O. Closed Session for the Purpose of Discussing Potential Purchase of Property and Pending Litigation (Dexter Shoppes LLC, Petitioner vs. City of Dexter, Respondent) in accordance with MCL 15.268 Sec 8.

Motion Smith, support Carson, to move into Closed Session for the purpose of discussing potential purchase of property and pending litigation (Dexter Shoppes LLC, Petitioner vs. City of Dexter, Respondent) in accordance with MCL 15.268 Sec. 8 at 10:15 PM.

Ayes: Fisher, Smith, Carson, Knight, Michels, Tell and Keough

Nays: None

Motion carries.

Motion Carson, support Smith, to leave Closed Session at 11:13 PM.

Ayes: Smith, Tell, Carson, Fisher, Knight, Michels and Keough

Nays: None

Motion carries.

Note: No Council action following Closed Session.

Source: [Council Meeting Minutes for July 10, 2017 \(Page 7\)](#).

2017-07-24 COUNCIL

- Council Meeting – I. Reports 5. City Manager Report

Ms. Nicholls submits her report as per packet. Ms. Nicholls gave the following updates:

- Included in the packet are two drawings for the build out for City Offices in the Monument Park building. Discussion followed.
- Included in my report is information about property usage at 8140 Main Street.

Source: [Council Meeting Minutes for July 24, 2017 \(Pages 3-4\)](#).

REF: COUNCIL MEETING PACKET PAGES 49-51 FOR JULY 24, 2017

- Council Meeting – M. Council Comments

Knight: There was a comment made at the previous meeting that the Facilities Committee should be just bringing forth facts and not making recommendations. Wasn't the committee charged to bring forth recommendations? We need some clarification on this issue.

Source: [Council Meeting Minutes for July 24, 2017 \(Pages 5-6\)](#).

Council and Facility Committee History 2006-2018

2017-08-14 COUNCIL

- Council Meeting – I. Reports 5. Subcommittee Reports - **Facilities**
Mr. Smith provided a handout which showed concepts from a study summary from the Facilities Notebook from May 2016 for comparison with the cost comparisons between B1 and B3 concepts recently requested from Partners in Architecture.
[Source: Council Meeting Minutes for August 14, 2017 \(Page 3\).](#)

REF: FACILITIES HANDOUT TO COUNCIL ON AUGUST 14, 2017

2017-09-25 COUNCIL

- Council Meeting – L. New Business
- 1. Discussion of: Partners in Architecture Report on Renovating 8140 for the Fire Station
David Gassen of Partners in Architecture presented draft renovation plans for 8140 Main Street to remain the Fire Department and the Sheriff's Department Substation. Discussion followed.
[Source: Council Meeting Minutes for September 25, 2017 \(Page 3\).](#)

REF: COUNCIL PACKET PAGES 71-75 (FACILITIES) FOR SEPTEMBER 25, 2017

2017-11-13 FACILITY COMMITTEE MEETING

- Committee Meeting – Committee Update Report
[Source: Facility Committee Update dated November 13, 2017](#)

2017-11-13 COUNCIL

- Council Meeting – E. Approval of the Agenda
Motion Smith, support Fisher, to approve the agenda with the addition of a Subcommittee Report from Facilities under I-4.
Unanimous voice vote approval with Council Member Michels absent.
[Source: Council Meeting Minutes for November 13, 2017 \(Page 1\).](#)
- Council Meeting – I. Reports 4. Subcommittee Reports
Facilities
Mr. Smith gave an overview of the November 13, 2017 meeting of the Facilities Committee.
[Source: Council Meeting Minutes for November 13, 2017 \(Page 3\).](#)

2017-11-30 COUNCIL

- Council Work Session – ORGANIZATIONAL MATTERS
C: Organizational Matters Resolution
2. Review of Council Representatives to Organizations
Facilities – disband this committee at this time
[Source: Council Work Session Minutes for November 30, 2017 \(Page 1\).](#)

Council and Facility Committee History 2006-2018

2017-12-11 **COUNCIL ACTION**

- Council Meeting – J. Consent Agenda
 3. Consideration of: Organizational Matters Resolution
 2. Review of Council Representatives to Organizations Facilities – disband this committee at this time*Motion Fisher, support Smith, to approve items 1, 2, 3, 4 and 5 of the Consent Agenda.*

Unanimous voice vote approval.

Source: [Council Meeting Minutes for December 11, 2017 \(Page 4\)](#).

Source: [Council Meeting Packet Part 2 for December 11, 2017 \(Pages 61-63\)](#).

2017-12-27 COUNCIL

- Council Meeting – I. Reports 5. City Manager Report
Ms. Nicholls submits her written report as per packet. Ms. Nicholls gave the following updates:
 - Mr. Cousins requested a Council Work Session at the first January Meeting on Facilities.

Source: [Council Meeting Minutes for December 27, 2017 \(Page 2\)](#).

2018-01-08 COUNCIL

- Council Meeting – L. NEW BUSINESS
 6. Discussion of: Agenda for Facility Work Session on January 22, 2018. Discussion included the time of the meeting on January 22, 2018 (5:30 PM), should the architect be present at the meeting (if available to answer questions), include on the agenda available space at the DPW building as well as City Offices and Fire Station, and include Fire Chief Smith as a member of the meeting group.

Source: [Council Meeting Packet for January 8, 2018 \(Page 111\)](#) and [Council Meeting Minutes for January 8, 2018 \(Page 4\)](#).

2018-01-22 COUNCIL WORK SESSION – FACILITIES

The primary goal of this work session is to allow all seven Council members the opportunity to discuss and understand the needs for each facility (and potential options as time permits) so that we can determine the next steps in this process together. This workshop is intended to be the first in a series of workshops aimed at improving our facilities.

- Department of Public Works
- City Offices
- Fire Station

Source: [Council Work Session Agenda for January 22, 2018 \(Page 1\)](#).

Council and Facility Committee History 2006-2018

Content of Work Session Packet / Additions to Facilities Binder

- A. History Document #2 Update (replace p.65 with pages 65-78)
- B. Supplemental Content Referenced within the History Document's added Pages
 - a. Minutes (corrected) from January 30, 2017 Work Session (p. 67)
 - b. Work Session Packet for April 10, 2017 (p. 69)
 - c. Council Meeting Packet Pages 49-51 for July 24, 2017 (p. 77)
 - d. Facilities Handout to Council on August 14, 2017 (p. 77)
 - e. Council Packet Pages 71-75 (Facilities) For September 25, 2017 (p. 77)
- C. Partners In Architecture City of Dexter Main Street Fire Station Addition/Renovation Cost Estimate and Sketch from 9/25/2017

Source: [Council Work Session Packet for January 22, 2018 \(Page 3\)](#).

Work Session Information from Minutes

- C. Department of Public Works
Ms Nicholls gave a report on where and what seasonal items are stored and if there is enough storage. Discussion followed on future plans – short and long term - and possible costs involved for modifications.
- D. City Offices
Discussion included location of City Offices – downtown or neighborhood; need for more space; and larger temporary space versus permanent space solutions.
- E. Fire Station
Discussion on City Offices and Fire Hall was fluid, with mostly the same concerns considered – location and more space. Cost was discussed as an issue and Ms. Sherry was directed to determine the amount the City could spend and how the City could raise the money.

Source: [Council Work Session Minutes for January 22, 2018 \(Page 1\)](#).

2018-02-26 COUNCIL WORK SESSION – FACILITIES

Work Session Information from Minutes

- C. Department of Public Works
 - a. Discussion of Needs – Additional Storage may not be an immediate need as there is space at Dexter Fire Department Station #2 for seasonal storage.
 - b. Discussion of Potential Options
- D. City Offices
 - a. Discussion of Needs – Does the office need to be downtown, what are the costs and spaces available?
 - b. Discussion of Potential Options – Reviewed the various options available in Dexter: rent, purchase, or build. There may be a window of opportunity on some properties.
- E. Fire Station
 - a. Discussion of Needs – The location of the Washtenaw County Sheriff Department has not been mentioned in previous discussions.

Council and Facility Committee History 2006-2018

F. Pubic Bathrooms

- a. Discussion of Potential Options – Public bathrooms were mentioned for inclusion in the Fire Station discussion.

Source: [Council Work Session Minutes for February 26, 2018 \(Page 1\)](#).

Work Session Information from Packet

General Financing Information

1. Debt Limits, Types of Bonding Available, Impact on Debt Limits
 - i. Capital Improvement Bonds
 - ii. Building Authority Bonds
 - iii. Voted Millage to Support a Bond Issue
2. Indebtedness Summary
3. General Caution About Indebtedness
4. Cash Balances as of December 31, 2017

Source: [Council Work Session Packet for February 26, 2018 \(Pages 3-4\)](#).

Facility Options Summary document

Source: [Council Work Session Packet for February 26, 2018 \(Pages 5-7\)](#).

2018-03-26 COUNCIL WORK SESSION – FACILITIES

Work Session Information from Minutes

C. Staff Review of New Information Gathered Since Last Meeting

- a. New information included a worksheet on City Hall options and a draft summary of cost comparisons for a City Hall.

D. Fire Station

- a. Review of options and locations for a station – short term, intermediate term and long term.
- b. Discussion of Needs – Council members expressed an interest in aiming toward a long-term solution that would combine both the Fire Department and Sheriff's Department into a single building.
- c. Discussion of Next Steps – Design and costing proposal from the architect and funding options for such a project.

E. City Office – No action at this meeting

F. Department of Public Works – No action at this meeting

Source: [Council Work Session Packet \(Pages 3-7, 9, 11\) and Minutes \(Page 1\) for March 26, 2018](#).

Council and Facility Committee History 2006-2018

2018-04-09 **COUNCIL ACTION**

Council Meeting:

E. Approval of the Agenda – Approved with changes:

- O – Closed Session, remove “Closed Session for the Purpose of Discussing Pending Litigation” and add “Closed Session for the Purpose of Discussing Potential Purchase of Property”.
- L – New Business, add item L-9. Consideration of a Motion for the City to build a new Fire Station within the City Limits at a location other than the current Fire Station.
- L – New Business, item L-2, Proposal from Partners in Architecture, move this item to follow item L-9.

Voice vote approval.

I. Reports – 6. Mayor’s Report

Discussion was held about the Fire Station location, the Mayor’s written report, and the addition of New Business Item L-9.

L. New Business

9. Consideration of: Motion for the City to Build a new Fire Station within the City limits at a location other than the current Fire Station

Motion Cousins, support Knight, for the City to build a new Fire Station within the City limits at a location other than the current Fire Station.

Ayes: Knight, Smith, Cousins and Michels

Nays: Fisher, Tell and Keough

Motion carries.

2. Consideration of: Proposal from Partners in Architecture to Provide Info for MAV site.

Motion Smith, support Michels, to approve the Scope of Services from Partners in Architecture to develop a site layout and cost estimate to locate the Fire Station and Sheriff Substation on the MAV property on Dexter-Ann Arbor Road at a cost not to exceed \$4,250.

Ayes: Michels, Knight, Cousins, Smith, Fisher and Keough

Nays: Tell

Motion carries.

O. Closed Session

Motion Smith, support Michels, to remove the Closed Session item regarding the Purchase of Property from the agenda.

Ayes: Fisher, Smith, Cousins, Michels, Tell and Keough

Nays: Knight

Motion carries.

Source: [Council Meeting Minutes for April 9, 2018 \(Pages 1-3, 5-6\).](#)

Council and Facility Committee History 2006-2018

2018-04-23 COUNCIL WORK SESSION – FACILITIES

Work Session Information from Packet

The following documents are included in the packet:

1. Scope of Work from Partners in Architecture approved at April 9, 2018 Council meeting
2. Site survey of MAV parcel on Dexter-Ann Arbor Rd
3. Needs assessment reports for Fire, Sheriff and City Office completed by Partners in Architecture
4. DAFD run data broken down by area

Source: [Council Work Session Packet for April 23, 2018 \(Pages 3, 5-9, 11-13\)](#).

Work Session Information from Minutes

David Gassen of Partners in Architecture reviewed the Work Plan Task Flow for the placement of a Fire Station/Sheriff Substation on the MAV property. Discussion followed.

Source: [Council Work Session Minutes for April 23, 2018 \(Page 1\)](#).

2018-04-23 COUNCIL

Council Meeting: 1. Reports – 6. Mayor's Report

Mayor's Thoughts

Discussion. Fire Station Improvement Discussion – as promised, the Worksession packet for April 23rd contains historical run information for your review. If you add up the historical runs for Dexter Crossing, Huron Farms, along Dan Hoey, Huron View Ct and Eaton Court along with those on Dexter AA Road, they represent only approximately 25% of the runs in the City. This data is fairly consistent over the past couple of years (2016 and 2017).

The idea of potentially moving the fire station to the MAVD property on Dexter Ann Arbor Road (across from Mill Creek Middle School) still needs a lot of discussion with regard to response times, because the data does not support that it will benefit the City in that area:

1. Moving the City of Dexter fire station from its current location to the Dexter Ann Arbor Road location will increase response times to the majority of the DAFD District by at least 2 minutes. I don't see any reason to do this. Increased response times are not in the best interest of the City or the two Townships that DAFD supports.
2. If the station were relocated to Dexter Ann Arbor Road, it would mean that approximately 350 runs to Dexter Township and over 300 runs to Webster Township would require the response from the City station to travel across approximately 80% of the City before it reached the borders of those communities. This doesn't make any sense.
3. In order to get to Mast Road to get to Webster Township, Fire Trucks will have to travel down some combination of Inverness/Fourth/Central, Hudson/Fourth/Central, Edison/Fifth/Central, Hudson/Second/Central or some other combination. Most of these streets in the Original Village area were not designed as primary routes for fire trucks or rescue vehicles. The right turns from Dexter Ann Arbor Road onto Inverness, Hudson, and/or Edison are all going to be very challenging turning

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movements for Fire Trucks, and all three require braking of a fire truck going down hill. If there is another vehicle at these intersections waiting to turn, the fire trucks will have to slow down significantly and perhaps even wait to make the turn.

4. Many of the Old Village area streets do not have sidewalks (i.e. Second, Dover, Edison), which means fire trucks may be encountering more pedestrians in the streets during fire/rescue runs.
5. Dexter Ann Arbor Road is a two lane roadway from Meadowview to Baker. This will be the primary artery for Fire Trucks and rescue vehicles to travel to Dexter Township and Webster Township. This road will see nearly 800 runs or more per year (over 650 to the Townships plus some City runs). This road is constricted at all the intersections where we designed pedestrian crossing movements.

Source: [Council Meeting Packet for April 23, 2018 \(Page 47\)](#).

2018-05-14 **COUNCIL ACTION**

Council Meeting:

I. Reports – 5. City Manager Report

Ms. Nicholls submits her written report as per packet. Ms. Nicholls gave the following updates:

- I received an email from Father Brendan asking if there would be any interest in the property at Dover and Third for a Fire Station.

Source: [Council Meeting Minutes for May 14, 2018 \(Page 3\)](#).

I. Reports – 6. Mayor's Report

Mayor's Thoughts

Facilities Workshop – Our next facilities workshop can be scheduled for either May 29th or June 11th. Our goal has been to meet once a month, so I am leaning toward May 29th, although our City Manager is away the entire week prior, so this may not be the best choice. Let's plan to discuss whether May 29th or June 11th works best as a group on May 14th.

Recent Fire Station discussions - I feel that we still need to discuss the importance of response times as it relates to how we provide our fire and rescue services. People in our community are concerned about response times. The idea of potentially moving the fire station to the MAVD property on Dexter Ann Arbor Road (across from Mill Creek Middle School) has been the topic of our most recent workshops. This still needs a lot of discussion especially as it relates to response times, because the data does not support that it will benefit the City or the Townships that are our partners in the DAFD. Moving the City of Dexter fire station from its current location to the Dexter Ann Arbor Road location will increase response times to the majority of the DAFD District by 2 minutes. I don't think that is a good idea. Increased response times are not in the best interest of the City or the two Townships that DAFD supports.

Source: [Council Meeting Packet for May 14, 2018 \(Page 41\)](#).

Council and Facility Committee History 2006-2018

- O. Closed Session for Potential Purchase of Property in Accordance with MCL 15.268 Sec. 8

Motion Cousins, support Knight, to move into Closed Session for the potential purchase of Property in accordance with MCL 15.268 Sec. 8 at 8:24 PM.

Ayes: Tell, Michels, Knight, Cousins, Smith and Fisher

Nays: Keough

Motion carries

Motion Smith, support Knight, to leave Closed Session at 9:01 PM.

Ayes: Fisher, Smith, Cousins, Knight, Michels, Tell and Keough

Nays: None

Motion carries

Action following closed session:

Motion Cousins, support Michels, to direct the City Manager to proceed as discussed in Closed Session.

Ayes: Smith, Cousins, Knight and Michels

Nays: Tell, Fisher and Keough

Motion carries

Source: [Council Meeting Minutes for May 14, 2018 \(Pages 4-5\).](#)

2018-05-29 COUNCIL WORK SESSION – FACILITIES

Work Session Information from Packet

The following documents are included:

- Facilities Summary Document
- City Office Options Worksheet
- City Hall Cost Comparisons Summary from 3-16-2018
- MAV Property – Site Plan Analysis provided by Partners in Architecture

Source: [Council Work Session Packet for May 29, 2018 \(Page 1\).](#)

Work Session Information from Minutes

C. Discussion of City Office Options

An updated locations map of properties and parcels in the City was distributed.

The following items were reviewed and discussed:

- Short term, intermediate term and long-term needs for office space.
- What does a City Office look like?
- Do we need a building with a Main Street presence?
- We need a plan or a vision for the future with both a City Hall and a Fire Department.

D. Review of MAV Property Site Plan Analysis from Partners in Architecture

Source: [Council Work Session Minutes for May 29, 2018 \(Page 1\).](#)

Council and Facility Committee History 2006-2018

2018-05-14 COUNCIL

Council Meeting: I. Reports – 6. Mayor's Report

Mayor's Thoughts

Recent Facility discussions – On May 29th, City Council will be having our 5th workshop to discuss the facility needs of the City. We started this process in January so that all 7 members of Council could interact together. Our goal at the onset of this process was to prepare a current list of all options (i.e. location, cost, size, etc..) for improving our City Hall, Fire/Police station, and Department of Public Works facilities. To date, most of our discussions have centered on how to improve our fire station. However, as we continue to develop our comprehensive list of options, we will need to spend more time on the topic of improving our City office situation. Of the three facility improvements being discussed, I feel that improving our City offices is the City's most pressing need.

Regarding the recent fire station discussions, over the past several weeks, I have heard from many citizens who are asking questions about the ideas that are circulating from our workshop discussions. As it relates to the topic of potentially moving our station from downtown, people in our community are concerned about how this will affect response times. The idea of potentially moving the fire station to the MAVD property on Dexter Ann Arbor Road (across from Mill Creek Middle School) has been the topic of our most recent workshops. The travel time data does not support that it will benefit the City or the Townships that are our partners in the DAFD. Moving the City of Dexter fire station from its current location to the Dexter Ann Arbor Road location will increase response times to the majority of the DAFD District by 2 minutes. I don't think that is a good idea. Increased response times are not in the best interest of the City or the two Townships that DAFD supports.

Source: Council Meeting Packet for May 29, 2018 (Page 31).

2018-06-11 COUNCIL WORK SESSION – FACILITIES

Work Session Information from Minutes

C. Review of Fire Station Concept

David Gassen of Partners in Architecture reviewed the following:

- Site Plan Program/Planned Area for MAV location on Dexter-Ann Arbor Road
- Floor Plan Diagram of Police and Fire Areas
- Estimated Project Costs of 6.3 million for the building

Discussion followed.

Source: Council Work Session Minutes (Page 1) and Work Session Packet for June 11, 2018.

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2018-06-11 COUNCIL

Council Meeting: I. Reports – 6. Mayor's Report
Mayor's Thoughts

Recent Facility discussions – On June 11th, City Council will be having our 6th workshop to discuss the facility needs of the City. We are working toward a list of all options (i.e. locations, costs, size, etc..) for improving our City Hall, Fire/Police station, and Department of Public Works facilities. To date, most of our discussions have centered on how to improve our fire station, although our recent discussion on May 29th focused on City office needs and possible locations. Of the three facility improvements being discussed, I feel that improving our City offices is the City's most pressing need.

Our June 11th workshop should be worthy of some community interest. We expect our architect from Partners in Architecture to present a concept and preliminary cost for a new fire station at a potential site on Dexter Ann Arbor Road. I am not supportive of this location because I don't feel it provides the best response times for our Dexter community. I am also concerned that the emergency routes for nearly 70% of the runs will create a lot of disturbance in the City because there is no direct route from the Dexter Ann Arbor location to Webster or Dexter Township without crossing through our busy downtown areas or through residential areas. Last, but not least, I don't believe this option is the most cost effective option to address our basic needs. I continue to receive comments from citizens who are asking questions about the ideas that are circulating from our workshop discussions. My response has been consistent: Increased response times are not in the best interest of the City or the two Townships that the Dexter Area Fire Department supports.

Upcoming Activities

June 11, 2018 – City Council meeting (7pm) – please note that there will be a Council Workshop on Facilities starting at 5:30 pm prior to the meeting. We also have public hearings for our 2018-2019 Budget and Millage Rates, and for our 2018-2019 Utility Rate Ordinance. These are required by our City Charter.

Source: [Council Meeting Packet for June 11, 2018 \(Page 89\)](#).

I. Reports – 6. Mayor's Report

Mr. Keough submits his written report as per packet. Mr. Keough gave the following updates:

- Regarding the Facilities Workshop prior to this meeting, the 6 million dollar figure is a lot of money for the fire services facility.

Source: [Council Meeting Minutes for June 11, 2018 \(Page 4\)](#).

2018-06-25 COUNCIL WORK SESSION – FACILITIES

Information from Work Session Minutes

D. Discussion Regarding Facilities

Discussion followed on costs and locations for a Fire Department and City Hall.

Source: [Council Work Session Minutes for June 25, 2018 \(Page 1\)](#).

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2018-06-25 COUNCIL

Council Meeting:

I. Reports – 6. Mayor's Report

Mayor's Thoughts

Recent Facility discussions – On June 11th, our architect from Partners in Architecture presented a concept and preliminary cost of \$6.3 Million for a new fire station at a potential site on Dexter Ann Arbor Road. I am not supportive of this location or the cost because I don't feel it provides the best response times for our Dexter community. I am also concerned that the emergency routes for nearly 70% of the runs will create a lot of disturbance in the City because there is no direct route from the Dexter Ann Arbor location to Webster or Dexter Township without crossing through our busy downtown areas or through residential areas. Last, but not least, I don't believe this option is the most cost effective option to address our basic needs. I continue to receive comments from citizens who are asking questions about the ideas that are circulating from our workshop discussions. My response has been consistent: Increased response times are not in the best interest of the City or the two Townships that the Dexter Area Fire Department supports, and this option is not the most cost effective solution to make improvements to our existing fire station.

Source: [Council Meeting Packet for June 25, 2018 \(Page 75\).](#)

O. Closed Session to Discuss Potential Purchase of Property in Accordance with MCL 15.268 Sec.8

Motion Knight, support Smith, to move into Closed Session to discuss potential purchase of property in accordance with MCL 15.269 Sec. 8. at 8:52 PM.

Ayes: Cousins, Tell, Knight, Michels, Smith, Fisher and Keough

Nays: None

Motion carries.

Motion Smith, support Fisher, to leave Closed Session at 9:06 PM.

Ayes: Cousins, Knight, Tell, Fisher, Michels, Smith and Keough

Nays: None

Motion carries.

Source: [Council Meeting Minutes for June 25, 2018 \(Pages 6-7\).](#)

2018-07-09 COUNCIL

Council Meeting:

I. Reports – 5. City Manager Report

2. General Updates

B. Follow-up on the Partners in Architecture Presentation

In response to Council Member Michels question on the amount of developer cost included in the fire station proposal, David Gassen provided the following response:

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The professional services fees we included are:

Legal	0.5%
Architecture/Engineering	7.0%
Finance	1.5%
Testing	1.0%

This will obviously vary and assumes a single phase traditional Design-Bid-Build approach with a general contractor delivery.

Source: [Council Meeting Packet Part-1 for July 9, 2018 \(Page 33\)](#).

I. Reports – 6. Mayor's Report

Mayor's Thoughts

Recent Facility discussions – On June 11th, our architect from Partners in Architecture presented a concept and preliminary cost of \$6.3 Million for a new fire station at a potential site on Dexter Ann Arbor Road. I am not supportive of this location or the cost because I don't feel it provides the best response times for our Dexter community or is the most cost effective option to make upgrades to our current station. I am also concerned that the emergency routes for nearly 70% of the runs will create a lot of disturbance in the City because there is no direct route from the Dexter Ann Arbor Road location to Webster or Dexter Township without crossing through our busy downtown areas or through residential areas. We need to continue to discuss less costly options for improving our current station.

Source: [Council Meeting Packet Part-2 for July 9, 2018 \(Page 65\)](#).

Council and Facility Committee History 2006-2018